

NEW JERSEY STATE DEPARTMENT OF EDUCATION

**NEW JERSEY
TEACHER CERTIFICATION
INFORMATION SYSTEM**

TECHNICAL MANUAL, OPERATING INSTRUCTIONS & DEFINITIONS

Division of Educational Programs and Assessment
Office of Licensure and Credentials
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INTRODUCTION. Welcome to the new Teacher Certification Information System (TCIS). This online application has been designed for access from a remote personal computer (PC) via the Internet that will allow users to:

- Update your mailing address;
- Update other identification information;
- Apply for a Certificate of Eligibility (*Coming Soon*);
- Apply for a Certificate of Eligibility with Advanced Standing (*Coming Soon*);
- Apply for Standard certification (*Coming soon*);
- Apply for duplicate certificates (*Coming soon*);
- Submit a name change (*Coming Soon*);
- Remit any fees via credit card (*Coming Soon*);
- View the status of your applications for certification; and
- View your New Jersey certifications and examination results.

Those system features above that have been noted as “*Coming Soon*” are planned to be available for access in mid-November 2004.

ASSISTANCE. For technical assistance questions regarding accessing the TCIS, please send a brief email describing the problem you have encountered to TCISTechassist@doe.state.nj.us . Please be sure to identify your PC’s operating system (e.g., Windows 2000 or XP) and Internet browser (e.g., Internet Explorer, Netscape, or other Internet Service Provider such as AOL or Yahoo).

Teacher Certification Information System

TECHNICAL MANUAL

COMPUTER HARDWARE/SOFTWARE REQUIREMENTS.

In order to access the department's Teacher Certification Information System (TCIS) you will need the following:

- A personal computer (PC) running Microsoft Windows 2000 or XP with Internet access and an Internet browser, such as Internet Explorer (IE) or Netscape, is needed. The browser is software that allows you to view pages on the World Wide Web. Supported browsers are IE 6.0, IE 5.0, and Netscape 7.0. Best viewed with resolution 1024/768 pixels. Please note that the TCIS currently does not support Macintosh users.
- A stand-alone printer connected to your PC.

CONVENTIONS/TIPS

Correcting data entry errors. If you make an error in entering any of the requested information, you may use the mouse to move the cursor to the box with the error and use the BACKSPACE key to erase your entry. You may also use the RESET button at the bottom of the "New User Registration" page.

Use of RESET button. Clicking the RESET button at any point during your online session where displayed, will erase all the information appearing on the screen.

Forgot your password? If you have forgotten the password you previously selected, click on the "Forgot Your Password" button at the bottom of the Log-In screen. The Reset Password screen appears. Enter your email address. This address should be the same as that which you entered when you first registered for access to the online system. Once entered, click the CONTINUE button.

You will be prompted to enter the response to the "Secret Question" that you selected and responded to when you first registered. Click on the SUBMIT button. If your response is accepted, the Profile Settings screen appears with the message that your reset password will be emailed to you.

Web-page navigation. In order move between web-pages that display the information residing in the online system, simply click on a sidebar heading at the left of the screen.

ACCESSING THE TEACHER CERTIFICATION INFORMATION SYSTEM.

LOGGING-IN PROCEDURE.

1. Turn on your PC. Select your internet browser (e.g., Internet Explorer or Netscape. See COMPUTER HARDWARE/SOFTWARE REQUIREMENTS on Page 2) from the desktop or programs screen.
2. Enter the web-site address:

https://www6.state.nj.us/DOE_TCIS_ONLINEED/login.jsp

on the address line of your browser and click “Go.” The Log-In screen of the Teacher Certification Information System is shown.

For new or first time users.

1. Click on the “New Users Must Register First” message above the box containing the User ID and Password fields. This will take you to the “New User Registration” screen.
2. Enter the requested information. Once all the information has been entered, review your responses for accuracy. Correct any error using the above instructions. If correct, click on the SUBMIT button at the bottom of the screen.

Date of birth error. Some users may receive a message that their “date of birth” is missing which will prevent them from successfully registering. Users who encounter this problem are advised to contact the Office of Licensure and Credentials (See Page 1 - ASSISTANCE) in order to report their date of birth and have that entered into the department’s database. Once resident in the database, these users will be able to successfully complete the registration process.

3. Following submission, your User ID and Password will be emailed to the address you entered. Be sure to note this information for later use.
4. Once you retrieve your User ID and Password, at the Log-In screen enter your User ID. Next, enter your Password. As the password is case sensitive, please enter it exactly as it appears in your email.
5. Click on the LOGIN button at the bottom of the screen. The welcome screen to the “Teacher Certification Information System Online” appears.
6. Once you are able to login, it is recommended that you change your password to something that will be easy for you to remember. From the sidebar options

to the left of the screen, click on the “Change Password” button. You will be prompted to enter the old password that you received via email. Following entry and verification of a new password of your choosing, click the “Submit” button. A message will appear indicating that your password has been changed. Be sure to make a note of the password as you need it to access the TCIS in the future.

For existing users.

1. At the Log-In screen enter your User ID. Next, enter your Password. Users who did not change their password following their initial login are advised to enter the password exactly as it appeared in your email. Users who elected to change their password following their initial login should enter the password they selected.
2. Click on the LOGIN button at the bottom of the screen. The welcome screen to the “Teacher Certification Information System Online” appears.

Teacher Certification Information System

OPERATING INSTRUCTIONS

SECTION OVERVIEW.

WELCOME TO TEACHER CERTIFICATION INFORMATION ONLINE page. This page allows the user to view information residing in the system and perform a variety of functions.

In the sidebar listing on the left of the page, you will see the following headings:

- Profile Settings
- Current Credentials
- Prior Credentials
- Application Status
- Education Summary (*Coming Soon*)
- Experience History (*Coming Soon*)
- Test Scores
- Apply Online (*Coming Soon*)
- Change Password
- Logout

In order to select a specific function, use the mouse to move the arrow to that heading where a pointing hand will appear. Click on the heading. The selected function screen will appear.

SECTION DETAIL.

PROFILE SETTINGS. Displays User ID and assigned Tracking Number. Also includes current identification and contact information and allows the user to correct or update this information. In order to change any of the information included in your profile, click your User ID which appears at the upper left of the page. Once corrected, click the SUBMIT button on the bottom of the page to update your profile (Do not use the BACK button on your browser).

Includes *last name, *first name, middle initial, *gender selection, *date of birth entry (as *mm/dd/yyyy*), *social security number, *street address, *city, *state (select from list), *zip code plus four, home telephone, work telephone and extension, and *email address. Items preceded by an asterisk (*) are required.

CURRENT CREDENTIALS. Displays the present licensing credentials that the user is recognized as holding. Includes the user's name and tracking number, the certificate identification code, the type of certificate issued, the title of the endorsement, the date the certificate was issued, and the expiration date for any certificate listed. This web page is read-only. Refer to the Glossary for definitions.

Displays certificate ID number, certificate type, endorsement code and title, date issued (*month and year*), and date of expiration (*month and year*).

PRIOR CREDENTIALS. Shows past licensing credentials held by the user that are no longer valid. This web page is read-only.

Displays certificate ID number, certificate type, endorsement code and title, date issued (*month and year*), and date of expiration (*month and year*).

APPLICATION STATUS. Enables the user to check the status of an application for certification that was submitted previously. Please note to scroll to the right to view the full record. This web page is read-only.

Displays the applicant's name, the application number, the date that the application was received in the Office of Licensure and Credentials, the type of request, the type of certificate, the code and title of the endorsement, the status of the application, and any comments or notes that may be attached to the record. To view the notes, click on the VIEW option.

EDUCATION SUMMARY (*Coming Soon*). Displays colleges or universities attended as reported by the user. Includes name of institution, the state in which it is located, type of degree pursued, and year in which the degree was conferred. Users will be able to view and update these records.

EXPERIENCE HISTORY (*Coming Soon*). Shows last three positions held as reported by the user. Includes position, title, a brief description, beginning and end dates, name of employer, and state where the employment occurred. Users will be able to view and update these records.

TEST SCORES. Shows the various test results (e.g., Praxis) that have been received by the Office of Licensure and Credentials from test contractor on behalf of the user.

Includes the applicant's name and tracking number, the test code and exam type, the score achieved, the passing score for this particular exam, and the date that the test was taken. This web page is read-only.

APPLY ONLINE (*Coming Soon*). Enables the user to submit online: an application for a new certificate; request issuance of a duplicate certificate; or request a name change for an existing certificate.

Those system features above that have been noted as “*Coming Soon*” are planned to be available for access in mid-November 2004. Also, the new system will allow users to remit any fees associated with the requested services online by credit card.

CHANGE PASSWORD. This feature allows the user to change the password required to access the system. Once you receive the password issued by the system via email and access the TCIS for the first time, it is recommended that you change the password to an entry that you will easily remember.

Displays the User ID (which can not be changed) and requires input of the old password, the new password, and verification of the new password. Once completed, click on the SUBMIT button to update your password information.

LOGOUT. Clicking on this item will exit the user from the system and return the user to the TCIS main web page.

ERROR MESSAGES. The following is a list of possible error messages that may occur during the operation and data entry process.

The error messages are listed in the sequence that they may be encountered by the user.

- For new or first time users, you are required to register. Clicking on this link will result in the *New User Page* appearing. If you enter any of the information incorrectly or leave a required field blank, you will be prompted to enter the correct information. Next, if you change and personalize your password as recommended, all potential error messages appear on the *Change Password Page*.
- For users who have already registered for access to the TCIS, any input errors will appear at the *Register Login Page*.

<u>ERROR CODE</u>	<u>ERROR DESCRIPTION</u>
<i>New User Page</i>	
ERR006	Last Name required
ERR007	First Name required
ERR008	Gender required
ERR009	Date of Birth required
ERR010	SSN required
ERR011	Address Line 1 required
ERR012	City required
ERR013	State required
ERR014	Zip required
ERR015	Email Address required
ERR016	Secret Question required
ERR017	Answer for the Secret Question required

ERR018	SSN invalid
ERR019	Date of Birth format invalid. Should be in mm/dd/yyyy format
ERR020	Date of Birth invalid
ERR021	Date of Birth cannot be a future date.
ERR022	Date of Birth cannot be before 1900
ERR023	Email address invalid
ERR024	Zip invalid
ERR025	Zip invalid
ERR026	Home Phone invalid
ERR027	Work Phone invalid
ERR028	Work Phone Extension invalid
ERR051	Email Addresses provided do not match
ERR051	Reconfirm Email Address required

Change Password Page

ERR029	All required fields missing
ERR030	Old Password required
ERR031	New Password required
ERR032	Verify Password required
ERR033	New Password and Verify Password don't match

Register Login Page

ERR001	Please enter your User ID and Password
ERR002	Please enter your User ID
ERR003	Please enter your Password
ERR004	Please enter a valid Password
ERR005	System could not find a user with specified User ID and Password combination
ERR036	Login failed due to data error. Please try after sometime.

Appendix A

FOR “APPLY ONLINE” APPLICANTS: REQUIRED DOCUMENTATION FOR APPROVAL

For a new certificate:

- College approval form;
- Certified check with correct fee payable to the “Commissioner of Education;”
- Copy of out of state certificates (if any);
- Original documentation of years of experience;
- Official college transcripts;
- Signed and notarized Oath of Allegiance; and
- Signed Verification of Accuracy statement.

For duplicate certificates:

- Certified check with correct fee payable to the “Commissioner of Education;”
- Notarized statement of loss;
- Signed and notarized Oath of Allegiance; and
- Signed Verification of Accuracy statement.

For a name change to a certificate:

- Certified check with correct fee payable to the “Commissioner of Education;”
- Signed and notarized Oath of Allegiance; and
- Signed Verification of Accuracy statement.

Submitted requests that do not include all the required items, can not be processed and will be returned to the user.

Appendix B

OVERVIEW OF CERTIFICATION IN NEW JERSEY

Definitions

There is a wide variety of endorsements available in New Jersey. The following terms should help the applicant when seeking employment in the state.

- **CERTIFICATE** means one of three types of credentials that the Board of Examiners issues which permits an individual to serve as a teaching staff member.
 - Instructional
 - Educational Services
 - Administrative

The Board of Examiners will issue a separate endorsement for each subject area that falls under a specific type of certificate. The endorsement shall be considered part of that certificate.

- **ENDORSEMENT** means the specific subject area in which a certificate holder is authorized to serve. See a complete list of endorsements in Appendix G.

New Jersey's Three-Step Certification Process for Novice Educators

STEP 1: Establishing eligibility – Certificate or Eligibility and Certificate of Eligibility with Advanced Standing

Certificate of Eligibility (CE): a credential with lifetime validity issued to persons who have completed a degree program of academic study and the applicable test requirements for certification. The CE permits the applicant to seek and accept employment in positions requiring certification.

- or -

Certificate of Eligibility with Advanced Standing (CEAS): a credential with lifetime validity issued to persons who have completed a degree program of academic study and the applicable test requirements and traditional professional preparation programs for certification. The CEAS permits the applicant to seek and accept employment in positions requiring certification.

NOTE: In addition to the following, see Appendix E and F for more detailed information regarding eligibility requirements.

- A candidate is issued a School Business Administrator **CE** if the degree and/or study requirements are met.

- A candidate is issued a Substance Awareness Coordinator **CE** if the degree requirement is met. A candidate is issued a Substance Awareness Coordinator **CEAS** if the degree **and** study requirements are met.
- A candidate is issued an instructional vocational education **CE** if he/she presents **either** a baccalaureate degree in the appropriate occupation **or** four (4) years of full-time work experience in the appropriate trade of occupation.

STEP 2: Legalizing Employment and Induction – Provisional Certificate

Provisional Certificate: a two-year certificate issued to candidates who have met the requirements for initial employment (holder of a CE or CEAS) and are employed and part of a state-approved district training program or residency leading to standard certification.

STEP 3: Becoming Permanently Certified – Standard Certification

Standard Certificate: a permanent certificate issued to persons who have met all certification requirements.

Requirements for a Standard Instructional Certificate

1. Bachelor's degree from a regionally accredited college or university.
2. A baccalaureate degree, post-baccalaureate program or advanced degree cumulative grade point average (GPA) of at least 2.50, when a 4.0 equals an A grade for candidates graduating prior to September 1, 2004; a GPA of at least 2.75 for candidates graduating September 1, 2004 or later.
3. Passing score in Praxis II/NTE Programs Specialty Area test(s) for secondary teaching the Elementary Education: Content Knowledge for elementary teachers. See information on test requirements in Appendix D for details and for exceptions.
4. Completion of a major in the liberal arts or sciences for elementary education. Completion of a major in the subject teaching field for an initial endorsement in a subject teaching field, except for vocational industrial certification. For additional endorsements, completion of at least 30 semester hours in a coherent major in the subject teaching field.
5. Successful completion of one of the following:
 - the Provisional Teacher Program (induction/mentoring for alternate route or traditionally prepared first-year teachers)
 - or**
 - a state approved college teacher preparation program and one year of full time teaching under a valid state license.

Reciprocity

Out of state applicants qualifying under any form of reciprocity in accordance with the Interstate Certification Compact will have met the content area and professional education requirements but must pass the required test for issuance of an instructional license in a specific field. Transcripts, copies of state licenses, and original documentation of teaching experience will be reviewed to determine eligibility for reciprocity.

Additional Types of Certificates/Credentials

In addition to the certificate of eligibility, the provisional certificate and the standard certificate, the following are available.

- **Emergency Certificate:** a substandard one-year license issued only in limited fields of educational services.
- **County Substitute Credential:** allows the holder to temporarily perform the duties of a fully licensed and regularly employed teacher.

Appendix C

OFFICE OF LICENSURE AND CREDENTIALS FEE SCHEDULE: N.J.A.C. 6A:9-5.4

Effective January 20, 2004

The fee schedule below shall be in addition to any tuition and fees that institutions of higher education may charge for courses and credits offered in connection with State approved training programs. **The fees, except as stated, are nonrefundable.**

- | | |
|---|----------|
| 1. For each certificate of eligibility and certificate of eligibility with advanced standing , which includes the issuance of the provisional certificate and standard certificate requiring a test: | \$170.00 |
| 2. For each certificate of eligibility and certificate of eligibility with advanced standing , which includes the issuance of the provisional certificate and standard certificate <u>not</u> requiring a test: | \$150.00 |
| 3. For each emergency certificate : | \$ 75.00 |
| 4. For each county substitute credential : | \$ 75.00 |
| 5. For each renewal of an emergency or provisional certificate: | \$ 50.00 |
| 6. For each duplicate copy of or name change on a certificate: | \$ 40.00 |
| 7. For each evaluation of credentials to determine eligibility to take a particular state certification examination or to obtain information concerning qualifications for certification: | \$ 50.00 |
| 8. For each standard certificate requiring a test : | \$ 95.00 |
| 9. For each standard certificate <u>not</u> requiring a test : | \$ 75.00 |
| 10. For each letter the office sends in response to a candidate's written request verifying test scores that are no longer available from the testing company: | \$ 25.00 |

Appendix D

GLOSSARY

“Accreditation” means an institution that has a professional education unit and has completed successfully a review process by a national professional organization recognized by the Council on Higher Education Accreditation and approved by the Commissioner. The institution must meet state, professional and institutional standards as determined by a review of its individual programs and overall capacity to prepare education professionals. This review is substantiated through a site visit to the institution by a team of education professionals trained to assess educator preparation programs.

“Agency” means a Department-approved international agency that recruits foreign teachers for New Jersey school districts in subject areas that the State Board has defined as having a critical shortage.

“ALJ” means an administrative law judge assigned by the Director of the Office of Administrative Law to preside over contested cases pursuant to N.J.S.A. 52:14F-1 et seq.

“Alternate route” means a non-traditional teacher preparation program.

“Approved program” means a Department-approved planned program of professional preparation for educators at an institution of higher education.

“Authorization” means any requirement, other than a teaching certificate, established by the State or Federal government or by a profession that allows an individual to engage in the practice of that profession.

“Board of Examiners” means the New Jersey State Board of Examiners.

“CCCS” means the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8.

“Career cluster” means one of the vocational-technical program areas recognized nationally and by the New Jersey Department of Education.

“Certificate” means one of three types of credentials, instructional, educational services and administrative, that the Board of Examiners issues which permits an individual to serve as a teaching staff member. The Board of Examiners will issue a separate endorsement for each subject area that falls under a specific type of certificate. The endorsement shall be considered part of that certificate.

“Certificate of Eligibility” (CE) means a credential with lifetime validity issued to persons who have completed degree, academic study and applicable test requirements for certification. The CE permits the applicant to seek and accept employment in positions requiring certification.

“Certificate of Eligibility with Advanced Standing” (CEAS) means a credential with lifetime validity issued to persons who have completed degree, academic study, applicable test requirements and traditional professional preparation programs for certification. The CEAS permits the applicant to seek and accept employment in positions requiring certification.

“Coherent sequence of courses” means a sequence of at least 30 semester-hour credits of college level coursework in a subject field that includes study at the introductory, intermediate and advanced levels.

“Commissioner” means the Commissioner of Education or the Commissioner’s designee.

“Consortium” means a joint sponsorship between one or more public school districts and a college or university providing formal instruction to provisional teachers.

“County superintendent” means a county superintendent of schools pursuant to N.J.S.A. 18A:7-7.1 et seq.

“Department” means the New Jersey State Department of Education.

“District boards of education” means all providers of publicly-funded preschool, elementary, secondary, and adult high school education programs, including county vocational schools, educational services commissions, jointure commissions, charter schools, regional day schools, adult high schools, county special services school districts, the Marie H. Katzenbach School for the Deaf, the Department of Human Services, the Department of Corrections, the Juvenile Justice Commission, and approved private schools for the disabled whose staff hold appropriate certificates.

“Dual content major” means any college major that combines two of the Core Curriculum Content Standards.

“Early Childhood Program Expectations” means the standards set forth in N.J.A.C. 6A:8-2.1(a)3.

“Education preparation program” means a program approved by the Commissioner to prepare individuals for educator certification.

“Endorsement” means the specific subject area in which a certificate holder is authorized to serve.

“Field experience” means a course designed to permit preservice students to engage in observation of teachers in a classroom setting and to assume some level of teaching responsibility that shall take place prior to the culminating student teaching experience.

“Full-time teaching” means the equivalent of 900 clock-hours of teaching per year.

“GPA” means grade point average.

“IEP” means an individualized education program. It is a written plan developed at a meeting pursuant to N.J.A.C. 6A:14-2.3(i)2 which sets forth present levels of performance, measurable annual goals and short-term objectives or benchmarks and describes an integrated, sequential program of individually designed instructional activities and related services necessary for a student with disabilities to achieve the stated goals and objectives. This plan shall establish the rationale for the student’s educational placement, serve as the basis for program implementation and comply with the mandates set forth in N.J.A.C. 6A:14.

“Interdisciplinary major” means any college major that combines two or more academic, scientific or artistic disciplines, permitting students to explore an area of interest from several perspectives.

“Liberal arts major” means any college major such as philosophy, history, literature, sociology or world language that is intended primarily to provide general knowledge and to develop an individual’s general intellectual capacities to reason and evaluate, as opposed to professional or vocational skills.

“Mentor teacher” means a New Jersey certified experienced teacher who is assigned to provide support and guidance to a novice teacher.

“NASDTEC” means the National Association of State Directors of Teacher Education and Certification.

“NCATE” means the National Council for the Accreditation of Teacher Education. NCATE is a national professional accrediting body for educator preparation.

“Non-public school” means an elementary or secondary school within the State, other than a public school, offering education for grades kindergarten through 12, or any combination thereof, wherein any child may legally fulfill compulsory school attendance requirements and which complies with the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352). For purposes of this chapter, preschools licensed by the Division of Youth and Family Services that are not under contract to provide services to Abbott districts shall be considered non-public schools.

“Novice teacher” means any full-time or part-time teacher who has not completed one year of full-time teaching under a standard state teaching certificate.

“OAL” means the Office of Administrative Law established pursuant to N.J.S.A. 52:14F-1 et seq.

“Office” means the office within the Department that is assigned to provide staff support to the State Board of Examiners in the exercise of its statutory and regulatory responsibilities.

“Paraprofessional” means a school aide or classroom aide who assists appropriately certified personnel with the supervision of pupil activities.

“Practicum” means a course of study designed especially for the preparation of educational services candidates that involves the practical application of previously studied theory under the supervision of college/university faculty. As part of the practicum, candidates write diagnostic and instructional reports.

“Professional Development Committee” means the local committee established by the district board of education pursuant to N.J.A.C. 6A:9-15.3(d) to plan and implement local district professional development programs.

“Professional development standards” means the standards that govern the creation and review of district professional development plans and guide teachers in the selection of professional development activities.

“Professional Standards for School Leaders” means the knowledge, skills and dispositions that all new school administrators must acquire and describes what all school administrators should know and be able to do. See N.J.A.C. 6A:9-3.4.

“Professional Standards for Teachers” means the knowledge, skills and dispositions that all new teachers must acquire and describes what all teachers should know and be able to do. See N.J.A.C. 6A:9-3.3.

“Program approval” means State authorization of an educator preparation program or its sponsoring organization to endorse and recommend program completers for certification.

“Progress toward completion” means that the emergency certified teaching staff member must demonstrate before renewal of the emergency certificate that he/she has completed the share of study needed per year to earn full certification within the years allowed for certificate renewal. The required “share of study” shall be equal to the number of credits remaining for full certification divided by the maximum number of years the specific certificate can be renewed. A minimum of six credits must be completed each year.

“Provisional certificate” means a two-year certificate issued to candidates who have met the requirements for initial employment and are employed as part of a State-approved district training program or residency leading to standard certification.

“Provisional Teacher Program” means the school-based training and evaluation program provided to all novice teachers during the first year of teaching in New Jersey.

“Provisional teaching year” means a year of full-time teaching under provisional certification required of all novice teachers before they can be approved for standard teacher certification.

“Regionally accredited college or university” means an institution of higher education accredited by one of the following regional accreditation associations:

1. Middle States Association of Colleges and Schools;
2. New England Association of Schools and Colleges;
3. North Central Association of Colleges and Schools;
4. Northwest Association of School and Colleges;
5. Southern Association of Colleges and Schools; and
6. Western Association of School and Colleges.

“Science major” means a college major in any of the physical or natural sciences.

“School leader” means an administrator whose position requires possession of a school administrator, principal, or supervisor endorsement.

“Secretary” means the Secretary of the New Jersey State Board of Examiners.

“Standard certificate” means a permanent certificate issued to a person who has met all certification requirements.

“State Board” means the New Jersey State Board of Education.

“SLE” means a structured learning experience. An SLE is any experiential, supervised educational activity designed to provide students with exposure to the requirements and responsibilities of specific job titles or job groups, and to assist them in gaining employment skills and making career and educational decisions.

“Support resource program” means an educational program in which the primary instructional responsibility for the student shall be the regular classroom teacher with input from the special education teacher. The special education teacher shall provide modifications to the instructional strategies or testing procedures necessary in accordance with the student's IEP. A support resource program provided in the student's regular class shall be at the same time and in the same activities as the rest of the class.

“TEAC” means the Teacher Education Accreditation Council. TEAC is a national professional accrediting body for educator preparation.

“Teaching staff member” means a member of the professional staff of any district or regional board of education, or any board of education of a county vocational school, holding office, position or employment of such character that the qualifications, for such office, position or employment require him or her to hold a valid and effective standard, provisional or emergency certificate, appropriate to his or her office, position or employment issued by the State Board of Examiners and includes a school nurse and a school athletic trainer.

“Traditional route” means an approved collegiate teacher preparation program.

“Vocational-technical education” means an organized educational program that offers a sequence of courses that provides individuals with the academic and technical knowledge and skills that individuals need to prepare for further education and for careers in current or emerging employment sectors.